

**Campus Honors Program Course Proposal Form**

**Course Rubric and Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Course Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Instructor (title, name, department, college): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Brief description of course:**
2. **Is this course approved for any General Education requirements? If so, which?**

If not, seeking such approval is highly recommended. Please use the General Education Petition Form and submit to CHP Associate Director Anne Price ([aeprice@illinois.edu](mailto:aeprice@illinois.edu)). The Petition Form includes descriptions of each General Education category and the associated expectations.

1. **Campus Honors Program courses should promote discussion, independent thought/work, and appeal to a broad range of undergraduate majors. They ideally should not involve a heavier work/assessment load than other General Education courses, but they should encourage creativity and in-depth analysis.**

**How will the proposed course differ from a standard course offering? How will students be evaluated?**

1. **How will the CHP support this course?**

**\_\_\_\_\_\_\_** Release payment: $9,000 to department for release of faculty member from regular teaching duties.

**\_\_\_\_\_\_\_** Overload payment: $6,000 to faculty member for teaching this course in addition to regular teaching duties. An additional $3000 will be paid to the department. The CHP is defined as the department for all 395 seminars.

1. **Do you have any specific course preparation or delivery needs? Specific space requests?**
2. **Please attach a course syllabus.** This should include (at minimum):

* course description
* course outcomes (what should the students know/be able to do by the end of the term?)
* assessment tasks and grading rubric/explanation of grading. Attendance policy
* required and recommended texts/materials
* General Education categories (indicate whether these already are approved, or desired)
* breakdown of themes/class sessions or weeks spent on each theme or category. You do not need to include the semester’s specific days of the week, etc. (although the more specific the better). But the syllabus should provide a sense of the assignment and topic distribution throughout the semester.
* indication of which LMS will be used (e.g., Canvas)
* statement on academic integrity
* statement for students requiring disability accommodations